

Date & Time : 03.06.2021

Venue : IQAC Conference Room.

Agenda

1. Action plan from departments
2. Workshops on MIS and Online teaching
3. Orientation for parents
4. Training Sessions for Administrative Staff
5. Mentoring System
6. Reconstitution of IQAC
7. SSR Preparations

Members present

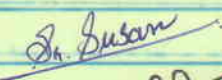
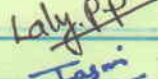

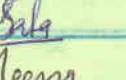
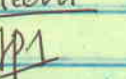



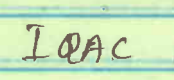
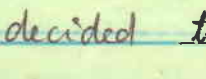
Dr. Sr. Licy. A.D
 Ms. Lindap. Joseph
 Dr. Princy. K.G
 Ms. Mary philiP
 Dr. Geo Joseph







Sr. Susan
 Sr. Laly P.P
 Sr. Jasmi Jose
 Mr. A.V Thomas
 Kum. Safa
 Ms. Meena Pious
 Mr. Jomy. P.L
 Mr. Wilson Kandamkulathy
 Dr. Neelakandan Namboothiri
 Dr. Sr. Rini Raphael

Decisions Taken

1. Principal declared the new IQAC members and reconstituted the team. It is decided to ask all the

- departments to submit their action plan before 10.06.2021
2. It is decided to organize a workshop on MIs for the effective utilization of the same.
 3. All the members discussed on the need of various measures to improve online teaching, it is decided to conduct a workshop related to Video Capturing and editing
 4. It is decided to organize a webinar on Right to Information for the administrative Staff.
 5. It is decided to inform all the faculty to start mentoring for the existing batch



Co-ordinator



Principal

Action Taken Report of the meeting held on 03.06.2021

1. All the departments submitted their action plan
2. MIS workshop has conducted on 05.06.2021
3. Workshop on Innovative tools for online teaching and content creation on 11.08.2021 and the resource person was Dr. Paulbert Thomas
4. Analyzed the SSR preparations and asked IQAC Co-ordinator to submit the report soon
5. Webinar on 'Right to Information' Act was conducted on 13.08.2021 in which Mr. Prince Thekkan, State president, RTI Council handled the session
6. Informations were given to start mentoring sessions for the existing batch of students

Rama

Co-ordinator

Prin AD

Principal

Date & Time : 14.09.2021

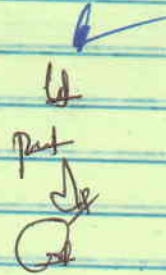
Venue : IQAC Conference Room

Agenda

- Academic Audit for 2020-2021
- Implementation status of MIS
- Submission of SSR
- Faculty Orientation programme
- NAAC Criteria wise Orientation

Members Present

Dr. Sr. Licy. A D
 Ms. Linda P. Joseph
 Dr. Princy. K. G
 Ms. Mary Philip
 Dr. Geo Joseph



Sr. Susan

Sr. Laly P. P

Sr. Jashni Jose

Mr. A V Thomas

Kum. Saja

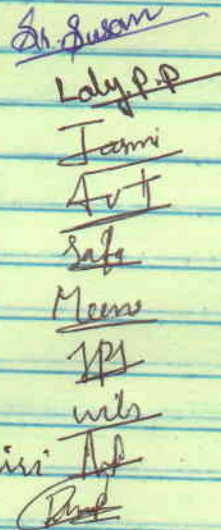
Ms. Meena Pious

Mr. Jomy. P. L

Mr. Wilson Kandamkulathy

Dr. Neelakandan Namboothiri

Dr. Sr. Rini Raphael



Decisions Taken

1. It is decided to conduct academic audit for the year 2020-2021 immediately.
2. Committee members reviewed the status of implementation of MIS and found to delay in some modules. Hence, it is asked the IQAC co-ordinator to conduct Hands on teaching programme for the same

3. Discussed the present status of SSR uploading
4. It is decided to conduct orientation programme for the faculty
5. It is decided to orient the faculty in order to prepare them for the NAAC Visit

RMR

Am Jha

Action Taken Report of the meeting held on 14.09.2021

1. Academic Audit of Arts and Humanities Departments are conducted on 20.12.2022 and that of Science, Commerce and management Streams is postponed due to practical examinations.
2. Hands on Training in MIS is held on 06.12.2021 and 10.12.2021 and the resource person, Ms. Rehana, trained the faculty in this regard.
3. Faculty was divided into groups and one faculty, Ms. Lakshmi and Ms. Sandia Jose trained faculty in MIS.
4. SSR uploaded in the month of November.
5. An orientation on 'The Vocation of Teaching: Perspectives and Praxis' on 14.12.2021 by Dr. Sr. Veniala CMC.
6. Criterion wise Orientation of the NAAC was started and Ms. Mary Joseph interacted with our staff on 09.12.2021.



Coordinator



Principal

Date & Time : 16-02-2022
 Venue : ICAC Conference Room

Agenda

- Autonomous Status
- NAAC Preparations
- Feedback

Members Present

Dr. Sr. Licy - A D	
MS. Linda P Joseph	
Dr. Princy K.G	
MS. Mary Philip	
Dr. Geo Joseph	

Sr. Susan	
Sr. Laly P.P	
Sr. Jasmiri Jose	
Mr. A V Thomas	
Kum. Safa	
MS. Meena Pious	
Mr. Jomy P.L	
Mr. Wilson Kandamkulathy	
Dr. Neelakandan Namboothiri	
Dr. Sr. Rini Raphael.	

Decisions Taken.

1. Since, the letter regarding the inspection related to Autonomous status is declared, various committees and preparations has to be organized. Committee members asked the principal to form a committee for the preparations of Autonomous visit.
2. Members evaluated the preparations for NAAC

3. It is decided to collect feedback through google forms

Rishi

AD

Action Taken Report of the meeting held on

1. An autonomous committee is formed with three faculty - Dr. Roby T. J, Ms. Brighty Robert and Dr. Nirya Roy. They have visited various autonomous college to imbibe the good practices that they have evolved for the effective functioning of Autonomy.
2. Feedback forms were shared and collected feedback from various stakeholders.



Coordinator



Principal

Date & Time : 25.03.2022

Venue : ICeAC Conference Room

Agenda

- Submission of Annual Reports
- Autonomous Visit
- Evaluation of the Academic Year

Members Present :

Dr. Sr. Licy . A D
 Ms. Linda P. Joseph
 Dr. princy . K. G
 Ms. Mary philip
 Dr. Geo Joseph

~~Lat~~
~~Pina~~
~~De~~
~~Qd~~

Sr. Susan
 Sr. Laly P-P
 Sr. Jemmi Jose
 Mr. AV Thomas
 Kum. Saja
 Ms. Meena Pious
 Mr. Jomy . P.L
 Mr. Wilson Kandamkulathy
 Dr. Neelakandan Nambuthiri
 Dr. Sr. Rini Raphael

~~Sr. S. S. S. S. S.~~
~~Laly PP~~
~~Jam~~
~~Art~~
~~Safa~~
~~Meena~~
~~JM~~
~~Wilson~~
~~N~~
~~R~~

Decisions Taken

1. It is decided to ask the departments to submit their Annual Reports.
2. Since the Autonomous Visit dates were Schedules on April 9th and 10th evaluated the preparations for the same